

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE ADDING SECTIONS 2.09.010, 2.09.020 and  
2.09.030 TO THE COUNTY CODE**

The Board of Supervisors of the County of San Luis Obispo, State of California,  
does ordain as follows:

SECTION 1: Section 2.09.010 **Office and department created** shall be added as  
follows:

**2.09.010 – Office and department created.**

The San Luis Obispo County information technology department and the office of  
the director of information technology are hereby established. The department shall be  
administered by the director of information technology who shall perform the duties  
required by Section 2.09.030 and shall possess the qualifications and experience  
required by Section 2.09.020. The director of information technology shall be appointed  
by, and serve at the will and pleasure of the county administrator at a salary to be set by  
the board.

SECTION 2: Section 2.09.020 **Qualifications for director of information  
technology** shall be added as follows:

**2.09.020 – Qualifications for director of information technology.**

The director of information technology shall possess a combination of training,  
education, and experience that provides the knowledge, skills, abilities and  
competencies necessary for the successful management of the information technology  
department. Typically s/he shall have graduated from an accredited four-year college or  
university with a bachelor's degree in computer science, information systems  
management, business administration, public administration or a related field and have  
five years of management experience providing multi-platform information systems  
services in a multi-departmental organization.

SECTION 3: Section 2.09.030 **Duties of director of information technology** shall  
be added as follows:

**2.09.030 – Duties of director of information technology.**

The director of information technology shall generally advise, assist, and be  
responsible to the county administrator for the proper and efficient management of the  
county information technology department and shall:

- a) Plan, organize and direct the activities of the information technology  
department;

- b) Represent the county before public and private groups, professional associations and public agencies in matters related to the information technology department;
- c) Oversee the preparation and administration of the information technology department budget;
- d) Supervise and evaluate the performance of assigned staff and oversee all personnel matters, including hiring, reassignments, discipline and separation of employees as appropriate.

SECTION 4: This ordinance shall take effect and be in full force and effect thirty (30) days after its passage; and before the expiration of fifteen (15) days after passage of this ordinance, it shall be published once with the names of the members of the Board of Supervisors voting for and against the ordinance in The Tribune, a newspaper of general circulation published in the County of San Luis Obispo, State of California.

INTRODUCED at a regular meeting of the Board of Supervisors held on the \_\_\_\_ day of \_\_\_\_, 2014, and PASSED and ADOPTED by the Board of Supervisors of the County of San Luis Obispo, State of California on the \_\_\_\_ day of \_\_\_\_, 2014, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

\_\_\_\_\_  
Chairperson of the Board of Supervisors  
County of San Luis Obispo, State of California

ATTEST:

\_\_\_\_\_  
County Clerk and Ex-Officio Clerk  
Of the Board of Supervisors, County  
Of San Luis Obispo, State of California

[SEAL]

ORDINANCE CODE PROVISIONS APPROVED  
AS TO FORM AND CODIFICATION:

RITA L. NEAL  
County Counsel

By: \_\_\_\_\_  
County Counsel

Dated: \_\_\_\_\_